

**IDAHO BOARD OF EXAMINERS OF RESIDENTIAL CARE FACILITY  
ADMINISTRATORS  
Division of Occupational and Professional Licenses  
P.O. Box 83720  
Boise, ID 83720-0063**

**Conference Call Minutes of 4/23/2020**

**THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE  
BOARD**

**BOARD MEMBERS PRESENT:** Heidi Brough Nye - Chair  
Kristen E Hyde  
Natalie M Nathan  
Ann F Wheeler  
Linda L Simon

**DIVISION STAFF:** Kelley Packer, Division Administrator  
Dawn Hall, Deputy Division Administrator  
Lori Peel, Investigative Unit Manager  
Nicholas Krema, General Counsel  
Eric Nelson, Legal Counsel  
Betsy Duncan, Board Specialist

**OTHERS PRESENT:** Jamie Simpson, Idaho Department of Health and  
Welfare

Kris Ellis, Eiguren Public Policy

The meeting was called to order at 9:30 AM MDT by Heidi Brough Nye.

**COMPLAINT MEMORANDUM**

Ms. Peel gave the investigative report, which is linked above.

**FOR BOARD DETERMINATION**

Ms. Nathan made a motion to approve the Division's recommendation and authorize closure with advisory letters in case numbers I-RCA-2020-11 and I-RCA-2020-12. It was seconded by Ms. Wheeler. Motion carried.

**EXECUTIVE SESSION**

Ms. Nathan made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the

Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Ms. Simon. The vote was: Ms. Brough-Nye, aye; Ms. Hyde, aye; Ms. Nathan, aye; Ms. Simon, aye; and Ms. Wheeler, aye. Motion carried.

Ms. Simon made a motion to come out of executive session. It was seconded by Ms. Hyde. Motion carried.

## **DISCIPLINE**

Ms. Nathan made a motion to close case number RCA-2020-5 with an advisory letter. It was seconded by Ms. Hyde. Motion carried.

**NEXT MEETING** is scheduled for June 26, 2020 at 10:00 AM MDT. The meeting was set for the purpose of negotiated rule making. Ms. Packer will verify the meeting with Mr. Rob McQuade.

## **EXECUTIVE SESSION**

Ms. Nathan made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Wheeler. The vote was: Ms. Brough-Nye, aye; Ms. Hyde, aye; Ms. Nathan, aye; Ms. Simon, aye; and Ms. Wheeler, aye. Motion carried.

Ms. Wheeler made a motion to come out of executive session. It was seconded by Ms. Hyde. Motion carried.

## **APPLICATIONS**

Ms. Nathan made a motion to table the following application pending receipt of missing information:

90117370

It was seconded by Ms. Hyde. Motion carried.

Ms. Nathan made a motion to deny a request from Alice Isham for an extension of TRCA-2388. It was seconded by Ms. Simon. Motion carried.

Ms. Nathan made a motion to request permission from the Governor's office to allow waivers of the three month time period for permits. This would be due to examinations being unavailable during the COVID-19 closure of examination sites

and would be determined on a case-by-case basis by the Board chair between Board meetings. It was seconded by Ms. Wheeler. Motion carried.

## **ADJOURNMENT**

Ms. Simon made a motion to adjourn the meeting at 11:51 AM MDT. It was seconded by Ms. Hyde. Motion carried.

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Heidi Brough Nye, Chair